P247JMR Manuscript Preparation Guidelines & Template

A practical preparation guide for authors submitting research papers to the P247 Journal of Multidisciplinary Research.

Use this guide before submitting. It is designed to reduce avoidable revisions caused by missing author information, unclear manuscript structure, incomplete declarations, or inconsistent presentation.

How to use this guide

- Prepare your manuscript using the recommended order shown in this PDF.
- Use clear section headings. Equivalent discipline-specific headings are acceptable where they better fit the research design.
- Complete the final pre-submission checklist before uploading your paper.
- Submit the manuscript as PDF or DOCX through the journal submission system.

Important

This document is a manuscript preparation guide, not a guarantee of acceptance. Editorial decisions remain based on scope, originality, scholarly quality, completeness, ethical compliance, and the outcome of the journal review process.

Journal	P247 Journal of Multidisciplinary Research (P247JMR)
Publisher	Peculiar 247 Group
Submission areas	Humanities, Social Sciences, Education, Management, Science, Technology and Theology
Accepted manuscript files	PDF and DOCX

1. Before You Submit

Submit original work that is not under active consideration by another journal. All listed authors should be identified accurately, and the corresponding author should be clearly designated.

Author and manuscript information

- Full manuscript title.
- Full name of each author in the intended publication order.
- Institutional or professional affiliation for each author, where applicable.
- Corresponding author email address.
- A concise abstract that states the purpose, approach, main findings or argument, and conclusion.
- Relevant keywords that help readers and scholarly discovery systems understand the subject of the paper.

File preparation

- Upload the manuscript as PDF or DOCX.
- Keep the file under the submission portal limit (configured at 50 MB, subject to the hosting account upload limit).
- Use a readable font, clear headings, consistent spacing, and standard page margins.
- Number tables and figures and refer to each one in the manuscript text.
- Remove tracked changes, unresolved comments, and placeholder notes before final submission.

Originality and responsible authorship

Authors are responsible for the originality and accuracy of their submission, correct attribution of sources, appropriate permissions for third-party material, and compliance with relevant institutional or ethical requirements.

> **Do not submit copied or unattributed material. A manuscript may be returned for revision or rejected when major authorship, originality, ethical, or completeness concerns are identified.**

2. Recommended Manuscript Structure

The exact section names can vary by discipline. Authors should use the structure below when appropriate, or an equivalent scholarly structure that clearly presents the research question, evidence, analysis and conclusion.

Title	Specific, informative and consistent with the content of the paper.
Author information	Author names, affiliations and corresponding author details.
Abstract	A self-contained summary of the purpose, approach, principal findings or argument, and conclusion.
Keywords	Terms that accurately describe the main subject, method, population, field or concepts.
1. Introduction	State the research problem, context, significance, objectives or research questions.
2. Background / Literature Review	Position the work within relevant scholarship and identify the gap or problem addressed.
3. Methods / Methodology	Explain how the research, analysis, data collection, sampling or interpretive approach was conducted. Use a discipline-appropriate heading where needed.
4. Results / Findings	Present the principal evidence, results, themes or findings clearly and without unnecessary repetition.
5. Discussion	Interpret the findings, connect them to the research question and relevant scholarship, and explain limitations where appropriate.
6. Conclusion	Summarize the contribution, main conclusion and relevant implications or recommendations.
Declarations (when applicable)	Conflicts of interest, funding, ethics approval/consent, acknowledgements, data availability or other relevant declarations.
References	List all cited sources in one recognized scholarly reference style used consistently throughout the manuscript.

3. Presentation, Citations and Research Integrity

Headings and readability

- Use a logical heading hierarchy and do not skip between heading levels unnecessarily.
- Define abbreviations at first use unless they are universally understood in the field.
- Write in clear academic language and proofread spelling, grammar, labels and cross-references.

Tables, figures and supplementary material

- Give each table or figure a number and descriptive title or caption.
- Cite the table or figure in the main text.
- Ensure labels are readable and that the author has permission to reproduce any third-party content.
- Where supplementary data or files are important to the research record, identify them clearly in the manuscript and submission notes.

References and citations

- Use one recognized scholarly citation and reference style consistently.
- Every in-text citation should have a corresponding reference entry, and every reference entry should be cited in the manuscript unless the discipline requires otherwise.
- Check author names, publication titles, year, volume/issue, page range and DOI or URL where applicable.

Research integrity declarations

- Disclose relevant conflicts of interest.
- Identify funding or sponsorship when applicable.
- State ethics approval, participant consent or permissions when the research requires them.
- Confirm that authorship is accurate and all authors approve the submitted version.

P247JMR may request clarification or revision when required information is missing. Completing these items before submission can reduce avoidable editorial delays.

4. Final Pre-Submission Checklist

- [ ] The manuscript is original and is not under active consideration elsewhere.
- [ ] The title accurately reflects the paper.
- [ ] All authors and affiliations are correct and the corresponding author is identified.
- [ ] The abstract and keywords are included.
- [ ] The manuscript has a clear scholarly structure appropriate to the discipline.
- [ ] Tables and figures are numbered, titled and cited in the text.
- [ ] All cited sources are included in the reference list and the reference style is consistent.
- [ ] Conflicts, funding, ethics/consent and permissions are stated where applicable.
- [ ] Tracked changes, comments and placeholders have been removed from the final file.
- [ ] The final PDF/DOCX opens correctly and contains the complete manuscript.

Copy-and-use manuscript outline

Authors may use the outline below as a starting point and rename sections where their discipline requires a different structure.

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TITLE OF MANUSCRIPT
Author 1 - Affiliation - Email
Author 2 - Affiliation - Email
Corresponding Author: Name - Email

ABSTRACT
[Brief summary of purpose, approach, findings/argument and conclusion]

KEYWORDS
[Keyword 1; Keyword 2; Keyword 3; ...]

1. INTRODUCTION
2. BACKGROUND / LITERATURE REVIEW
3. METHODS / METHODOLOGY
4. RESULTS / FINDINGS
5. DISCUSSION
6. CONCLUSION

DECLARATIONS (where applicable)
- Conflicts of interest
- Funding
- Ethics / consent
- Acknowledgements
- Data availability

REFERENCES
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For current fees, policies and submission instructions, use the P247JMR website. This PDF focuses only on manuscript preparation and does not replace journal policy pages.